

~~CONFIDENTIAL~~

Executive for Administration and Management

Executive Director

JUL 21 1947

**Tentative Table of Organization for Office of
Executive for Administration and Management**

1. The attached tentative Table of Organization is approved for the office of the Executive for Administration and Management.

2. The following positions are not to be filled concurrently:*

Administrative Assistant	CAF-9	}	*
Secy & Admin. Asst.	CAF-7		

Secretary-steno.	CAF-5	}	*
Clerk-steno.	CAF-4		

3. Please instruct the Personnel Branch to establish with the Civil Service Commission those positions not already established.

4. Appointments and/or promotions to the tentative grades indicated in the attached T/O will be restricted to at least one grade lower for each position until such time as Civil Service Commission approval has been obtained for the classification grades.

5. A personnel ceiling of [REDACTED] positions is established for all quarters of fiscal year 1948.

25X9

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Atch.

cc: Exec. for A & M (1)
Pers. Br. A & M (2)
Budget & Fin. Br. A&M (1) ✓

[REDACTED]
CAPTAIN, USN
EXECUTIVE DIRECTOR

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*Extract notes for G.H.
BY F*

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